- 1. Decide on a weekend for Perpetual Eucharistic Adoration Priest to speak at all Masses.
- Coordinate date, time and location of Organizational Meeting with the Priest usually Monday, Tuesday or Wednesday immediately following weekend sign-up.
- Two weeks prior announce at all Masses and place notice in bulletin regarding Perpetual Eucharistic Adoration weekend sign-up.
- 4. One week prior announce at all Masses and place same above information in bulletin.
- Organize volunteers to pass out invitations and pencils at all Masses. Two people on each side of each section of pews, i.e. four people for each section. (See insert: "Sign-up Weekend Volunteers Instructions")
- Determine a target start date for Perpetual Eucharistic Adoration. (Four to six weeks from Sign-up Weekend, depending on the number of Adorers to be contacted.)

Sample Bulletin Insert:

On the weekend of (sign-up weekend dates) I have invited Father (Eucharistic Speakers Name) to our parish to speak to you about Perpetual Eucharistic Adoration of the Blessed Sacrament.

Perpetual Eucharistic Adoration is our response to Jesus' love for us. We become a part of Perpetual Eucharistic Adoration when we willingly consent to spend a quiet holy hour of prayer in His Presence once a week on the same day at the same time every week so that all of us, united together, adore Our Lord perpetually seven days a week, twenty-four hours a day.

There will be an Organizational Meeting on (day and date) at (hour) p.m. in the (location) for those interested in participating in Perpetual Eucharistic Adoration. Please consider coming to the meeting so our parish may have the great blessing of adoring Our Lord, as He deserves.